



## **VA Area Coordinator's Report**

(for Coordinators, Liaisons and Committee Chairs)

**Date of Assembly or VAWSC Meeting: March 5, 2022**

**Area Coordinator: 2022 Area Convention Coordinator**

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### **Informational Items:**

Updates since last meeting

- Actions taken
  - Reg-Fox was selected as the online registration tool because it was the most reasonably priced and offered all the features we need. The registration site should be available any day after the hotel sends us the reservation information and link. Attendees will be able to access the registration system and hotel reservation site on [www.vaalanon.org](http://www.vaalanon.org).
  - Attendees can register for the Convention and purchase merchandise in the registration system. Merchandise order will be placed in June/July timeframe for the quantities ordered online, and delivered to the purchasers at the Convention. This will prevent the Area for storing surplus items.
  - Attendees can select the workshops they wish to attend on the registration website. Once the workshop is full, it will be “grayed-out”, and the attendees prompted to choose another workshop.
  - Attendees will be asked to identify if they are a member of Al-Anon, Alateen, AA or other.

- Merchandise that will be available include lunch bags and bookmarks. Lanyards (nice ones) will be given to all attendees. Merchandise will have the theme (Reaching for Personal Freedom), but not the year.
- All speaker slots have been filled with speakers from Al-Anon, Alateen and AA. Workshops will be offered by the speakers.
- Meetings held - Monthly Convention meetings held.
- Outcomes, struggles, successes - The Convention Committee needs a person to be the liaison with the hotel. **This is an urgent need!**
- Important action items to do or accomplished - **FIND A PERSON TO BE THE HOTEL LIAISON.**

#### **Agenda Items to Add to the Meeting Agenda**

- Any thought force ideas?
- Any issues of concern? Need a hotel liaison.
- Any wins or wows that have occurred? The registration system could make it much easier for this and future Conventions.